

1 THE REGULAR MEETING
2 OF THE
3 BOARD OF DIRECTORS
4 TRABUCO CANYON WATER DISTRICT
5 JANUARY 20, 2010
6

7 The Regular Meeting of the Board of Directors of the Trabuco Canyon
8 Water District (TCWD) was called to order by President Mike Safranski at 7:00
9 p.m. at Trabuco Canyon Water District's office located at 32003 Dove Canyon
10 Drive, Trabuco Canyon, CA. Sharon E. Smith, Secretary/Treasurer, recorded and
11 transcribed the minutes thereof.

12 **DIRECTORS PRESENT**

13 Mike Safranski, President
14 Ed Mandich, Vice President
15 Matt Disston
16 Jim Haselton
17 Glenn Acosta

18 **STAFF PRESENT**

19 Don Chadd, General Manager
20 Hector Ruiz, District Engineer
21 Sharon E. Smith, Secretary/Treasurer
22 Michael Perea, Special Projects Manager
23 Teresa Teichman, Assistant to the General Manager

24 **PUBLIC PRESENT**

25 No members of the public were present.

26 **PLEDGE OF ALLEGIANCE**

27 Director Haselton led the Board and staff in the pledge of allegiance.

28 **PUBLIC COMMENTS**

There were no public comments.

ORAL COMMUNICATION

There were no comments.

DIRECTOR'S COMMENTS

1 The Board of Directors welcomed Director Haselton back following his
2 recent absence from the Board. Director Haselton expressed his appreciation
3 to the Board.

4 Director Disston reviewed potential effects to the South Orange County
5 Wastewater Authority due to issues surrounding the marine life reserve area in
6 South Laguna Beach.

7 President Safranski provided information relating to the quantity of
8 recent rainfall and a recent article in the *Orange County Register* relating to
9 water issues.

10 **REPORT FROM THE GENERAL MANAGER**

11 Mr. Don Chadd, General Manager, referred the Directors to information he
12 has received from the Orange County Operational Control Center relating to the
13 storms and the potential danger of local flooding. He also noted that the
14 District's heavy equipment has been moved from the wastewater treatment plant
15 due to mud flows in that area.

16 Mr. Chadd discussed the January 24 through January 31, 2010 shutdown of
17 the Metropolitan Water District of Southern California facilities for
18 maintenance purposes. The District will supply its customers Irvine Lake
19 water during the shutdown. Signage is being installed at several locations
20 within the District to advise customers to conserve water.

21 **ITEMS TOO LATE TO BE AGENDIZED**

22 No items were presented for consideration.

23 **CONSENT CALENDAR**

24 President Safranski announced that all matters under the Consent
25 Calendar would be approved by one motion unless a Board Member requests a
26 separate action on a specific item.

27 MOTION: A motion was made by Director Disston and seconded by
28 Director Acosta to approve the Consent Calendar, Item Nos.
1A through 1F, as presented. The motion carried 5-0.

ACTION CALENDAR

President Safranski stated that the General Manager and staff had reviewed all matters under the Action Calendar prior to the Board's consideration.

ADMINISTRATIVE MATTERS

1G. COMMITTEE MEMBERS AND AGENCY REPRESENTATIVES ASSIGNMENTS

President Safranski assigned Directors to Committees and as agency representatives as follows:

Standing Committees

Directors

Finance/Audit Committee

Haselton (Chairperson)
Safranski (Member)
Acosta (Alternate)

Engineering/Operational

Mandich (Chairperson)
Disston (Member)
Haselton (Alternate)

Executive Committee

Mandich (Chairperson)
Safranski (Member)
Designated staff members

Commissions/Agency Representatives

Santiago Aqueduct Commission

Acosta (Commissioner)
Mandich (Alternate)

South Orange County
Wastewater Authority

Disston (Commissioner)
Chadd (Alternate)

Independent Special
Districts of Orange County

Haselton
Safranski (Alternate)

Water Advisory Committee
of Orange County

Acosta
Haselton (Alternate)

Government Affairs Liaison
City of Rancho Santa
Margarita
Local Agency Formation
Commission

Mandich
Safranski (Alternate)
Disston

ACWA/JPIA

Safranski
Acosta (Alternate)

American Water Works
Association

H. Ruiz, District Engineer

MWDOC Board Meetings

Disston
Safranski (Alternate)

California Special District
Association

Acosta (Delegate)

Ad Hoc Committees

1 The Strategic Planning, Public Outreach/Communication, and Rules and
2 Regulations Committees are inactive at this time but will be reactivated as
3 needed.

4 **ITEM NO. 1H. DISCUSSION RELATING TO HOLDING A SPECIAL BOARD MEETING TO**
5 **TOUR DISTRICT FACILITIES**

6 Following discussion the Board concurred that a Special Board Meeting
7 would be scheduled for April 3, 2010 at 8:00 a.m. to tour District facilities.

8 Mr. Chadd reminded the Directors of the groundbreaking ceremony to be
9 held at the well site on February 5, 2010 at 9:00 a.m.

10 **ITEM NO. 1I. STATUS UPDATE RELATING TO WATER MONITORING AND WATER**
11 **CONSERVATION EFFORTS**

12 Mr. Chadd discussed the year-to-date water allocation tables provided by
13 the Municipal Water District of Orange County and referred the Directors to
14 their personal water consumption data.

15 **FINANCIAL MATTERS**

16 **ITEM NO. 1J. TREASURER'S ANNUAL STATEMENT OF INVESTMENT POLICY**

17 Ms. Sharon Smith, District Treasurer, briefly reviewed this matter,
18 stating that no changes occurred to the policy. She recommended adoption of
19 the resolution.

20 RESOLUTION: A motion was made by Director Disston and seconded by
21 Director Haselton to adopt Resolution NO. 2010-1121 which is
22 entitled, "Resolution of the Board of Directors of the
23 Trabuco Canyon Water District Adopting Treasurer's Annual
24 Statement of Investment Policy." The motion carried as
25 follows:

26 Ayes: Safranski, Mandich, Disston, Haselton, Acosta
27 Noes: None
28 Abstain: None
Absent: None

ENGINEERING MATTERS

ITEM NO. 1K. STATUS UPDATE AND POSSIBLE ACTION RELATING TO ROSE CANYON
AND LANG WELLS UPGRADES TO TREATMENT FACILITIES

Mr. Hector Ruiz, District Engineer, reviewed the new format for the
staff report which includes Construction Management/Administrative Activities,
Department of Public Health and Other Agency Activities, Monthly Construction
Progress/Issues, and Construction Schedule (3 month look ahead) and Project
Budget Updates.

1 Mr. Ruiz noted that mobilization will occur in early February, and
2 submittals are being received. He referred the Directors to a proposal from
3 CDM for professional services to review the submittals with a focus on
4 electrical and structural submittals to verify conformance with the design.
5 Conversation took place regarding CDM's liability for approving the
6 submittals.

7 Mr. Chadd provided additional information regarding the February 5, 2010
8 groundbreaking ceremony. Guests will be allowed access to the wells followed
9 by the actual ceremony which will begin at 10:00 a.m.

10 Mr. Chadd also stated that parameters of this project were previously
11 declined by the Department of Public Health; because the facility is now
12 different, it should be renamed. Mr. Chadd recommended, and the Board
13 concurred, that the facility should be named the "Trabuco Creek Well Facility"
14 after its geographic location.

15 MOTION: A motion was made by Director Acosta and seconded by
16 Director Disston to approve the CDM Scope of Work and enter
17 into an Agreement for Services with CDM at a cost not to
18 exceed \$72,000.00.

19 DISCUSSION: Further discussion took place regarding the submittals.

20 VOTE: The motion carried 5-0.

21 **ITEM NO. 1L. STATUS UPDATE RELATING TO BAKER REGIONAL WATER TREATMENT
22 FACILITY**

23 Mr. Ruiz provided a status update related to the project, noting that no
24 new activity has taken place.

25 The Board received and filed the status update.

26 **LEGISLATIVE MATTERS**

27 **ITEM NO. 1M. REVIEW OF LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL
28 ITEMS**

29 Director Disston discussed a recent meeting with representatives from
30 south county water agencies relating to the Municipal Water District of Orange
31 County (MWDOC).

32 Mr. Chadd provided a summary of a meeting conducted by MWDOC with north
33 county water agencies. Several south county water agencies attended as well.
34 Key issues remain unchanged.

35 **- END ACTION CALENDAR -**

36 **ITEMS TOO LATE TO BE AGENDIZED**

No items were brought forward for consideration.

OTHER MATTERS

No other matters were discussed.

ADDITIONAL DIRECTORS' COMMENTS

There were no additional comments.

ADDITIONAL GENERAL MANAGER COMMENTS

There were no additional comments.

CLOSED SESSION

President Safranski announced that the Board would meet in Closed Session, pursuant to Government Code Section 54957, to evaluate the performance of the General Manager.

Following the Closed Session, the Board announced a modification to the General Manager's vacation accrual and implementation of a previous salary adjustment.

A motion was made and seconded to that effect. The motion carried 5-0.

ADJOURNMENT

At 9:15 p.m. President Safranski adjourned the January 20, 2010 Regular Board Meeting.

Respectfully Submitted,

Sharon E. Smith
Secretary/Treasurer